

Congratulations on your assignment to Bosnia/Kosovo!

As a DOD Civilian in the Balkans, you have a unique and challenging opportunity to serve your country while enhancing your career.

This presentation should help familiarize you with:

- ❖ Getting There - processing for deployment, travel, reporting for duty
- ❖ What to Bring - clothing and supplies you will need
- ❖ Living Conditions - housing, personal, medical, and dining facilities
- ❖ Work Life - hours of duty, chain of command, support systems
- ❖ Off Duty Activities - recreation, fellowship, education
- ❖ Keeping in Touch - communicating with colleagues, friends, and family

Information regarding civilian personnel policy, pay and differentials may be found at <http://www.chra.eur.army.mil/>

Or by contacting your Balkans Civilian Personnel Advisor at DSN 781-4805

Getting There

Most employees deploying to the Balkans will initially be processed through the Heidelberg Civilian Personnel Advisory Center (CPAC). The CPAC will ensure you get travel orders and information necessary for further processing. You will receive a deployment packet that includes CIVTRACKS registration information. All employees must register themselves in CIVTRACKS prior to deployment to the Balkans.



You should arrange your flight through your local SATO office. Flights to Bosnia and Kosovo depart from Ramstein Air Base. You may be required to stay at a base hotel if a flight departs early. You must inprocess at the CONOPS station counter prior to check in. It's important that you take at least 10 copies of your travel orders. You will normally fly on a C-130 military carrier. The duration of the flight to the Balkans is approximately 2 hours.





Employees deploying to Bosnia will fly into Eagle Base Airfield. Upon arrival you will receive an in-brief and SFOR Badge and collect your luggage. Normally a representative from your employing organization will meet you at the terminal. Employees deploying to Kosovo will fly into Pristina Airfield. You will receive your luggage and then be transported to Camp Bondsteel. Upon arrival you will receive an in-brief and KFOR Badge.

What to Bring

We recommend you limit personal items to a minimum. You may be authorized unaccompanied baggage of 350 pounds to be moved. You may only carry two 70 pound bags to and from the deployed area on the channel flight. Items that you feel are necessary or required can be mailed. Items are available at the Post Exchange, however selection and availability are limited. The Balkan area experiences all seasons. It is normally very warm in the summer and usually snows in the winter. The PX offers a limited selection of appropriate military and civilian clothing.



Living Conditions



Housing is normally dormitory style and may vary upon location and rank. Most civilians live in 'Sea Huts' or similar facilities. The quarters are air conditioned. Electricity in room is 220V. Access to restrooms are from the outside walkway.



Living Conditions



There are Post Exchange services that have a limited variety of basic toiletries, health and beauty products, electronics, entertainment materials, stationary, gifts and other personal products.



Concessions include a barbershop, beauty shop, shoe shine, internet provider, and gift shops.





Dining facilities provide a variety of hot and cold items. There is no charge for food and beverages at the dining facilities. Serving times vary.



Burger Kings, Anthony's pizza and coffee bars are on major posts.



Medical and dental services are limited but include such procedures as EKG's and outpatient surgery. Employees may use base medical facilities free of charge.





❖ Checks can be cashed at finance to receive cash. ATM machine which gives euros only is available at some locations.

❖ You can receive several American Forces Network (AFN) TV channels with a good variety of network series, movies, sports, and news.

❖ The *Stars and Stripes* is an English language newspaper published for members of the U.S. Forces. It is a source of international, U.S., and local area news with regular features such as comics, advice columns, classified ads, etc. Papers are available free of charge.

Working Conditions

You will be required to wear a Battle Dress Uniform while on duty. Contractors, AAFES, and Morale, Welfare and Recreation employees are not required to wear the uniform while on duty. You will want to bring some casual outfits and comfortable walking shoes for off duty and weekend wear.

The deployed environment gives you the opportunity to work closely with soldiers and civilians in different occupations. Tools and supplies you need will be provided by your organization.





Work conditions vary depending upon assignment. Some deployed civilians work overtime. There is no guaranteed amount of overtime hours.



Off Duty Activities

Chapels offer multi-denominational services on major posts.

Education centers offer opportunities for on-site and distance learning.

Movie Theater – enjoy movies twice a day, no charge.





Morale, Welfare and Recreation facilities are at most posts. They include fitness centers, gyms, and sport fields.





The MWR Community center offers a variety of activities, a library, movie room with a selection of movies, and morale phones and computers.



Morale, Welfare and Recreation also sponsors special events like sports tournaments, game nights, music nights, and touring



In addition to Rest and Recuperation leave there are Morale, Welfare and Recreation tours and excursions available based on location.

- ❖ For example the Civilian Weekend program available in Kosovo allows employees to travel to Skopje, Macedonia
- ❖ FMPP – Fighter Management Pass Program to Sofia, Bulgaria
- ❖ Cultural trips into nearby locations

Keeping In Touch



Army Post Offices or mail delivery services are at all posts. They provide normal US mail services.



Most locations have DSN telephone lines and good computer connections making it easy to stay in contact with your home station. There is also an AT&T phone center to use phone cards at most locations.



Additional information can be found at the following websites:

http://www.per.hqusareur.army.mil/cpd/contingency_info/default.aspx

<http://www.mnbe.hqusareur.army.mil/>

Let us know your ideas, comments and concerns!

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We appreciate your contributions!

